



**STATE OF NEW JERSEY
DEPARTMENT OF MILITARY AND VETERANS AFFAIRS
NATIONWIDE JOB OPPORTUNITY
ACTIVE GUARD/RESERVE (AGR)
VACANCY ANNOUNCEMENT**



This announcement must be posted on unit bulletin boards until the day following the closing date.

ANNOUNCEMENT NUMBER 52-15

Position Title: RECRUITING AND RETENTION NCO
(Multiple Positions)

MOS: 79T
(Open to any MOS)

Opening Date: 23 June 2015

Closing Date: 21 August 2015

Duty Station: Various Locations throughout New Jersey

Military Assignment: Recruiting and Retention Battalion, Sea Girt, New Jersey

Military Grade

Minimum: SGT/E5 \$2,181.00.00 - \$3094.80 (base pay range per month)

Maximum: SSG/E6 \$2,318.00 - \$3,590.00 (base pay range per month)

*Your pay will be depending on the amount of years of service;
You will also receive other allowances for rations, housing, uniforms, and cost of living.*

*****SPECIAL DUTY ASSIGNMENT PAY (up to \$375.00 per month) *****

*Military grade will be based on current State-wide authorization levels at the time of selection from the OML.
If the applicant's rank exceeds the available authorization level, the Soldier must accept an administrative
reduction to secure the AGR position.*

Area of Consideration: This position is only open to all members of the New Jersey Army National Guard or applicants that are eligible to become a member.

****PRIOR SERVICE APPLICANTS****

Please see below

AMENDED to read:

**Military Grade Minimum: SPC/E4 –Who has
completed WLC**

NJARNG Entry Level AGR Hiring Plan (ELAHP) Information

Applicants who meet the basic eligibility requirements will appear before a hiring board and receive a numerical rating based upon the interview, their application, their experience and potential. Applicants meeting the minimum point value for accession into the AGR Program will be ranked on an Order of Merit

List (OML). When a vacancy becomes available, the applicant with the highest score will be offered the position. If declined, the vacancy will be offered to the next applicant on the list. Selection Lists will remain active until exhausted or deemed obsolete by the HRO. There is no guarantee that every Soldier on the OML will be offered an AGR position.

Applicants who live more than 50 miles from the duty location of the job offered, may decline the position and remain on the OML, to be offered the next available position. If the applicant lives within the 50 mile radius and declines the position, he/she will be removed from the OML.

Applicants on the OML may be offered interim employment with Active Duty for Special Work (ADSW) funds, Temporary AGR tours or Temporary Technician status until such time as budget constraints allow for accession as an AGR Soldier. Applicants terminated for cause, or who resign in lieu of disciplinary actions, while performing duty in this interim status, will be removed from the OML.

Applicants on the OML are responsible for maintaining their basic eligibility for accession to the AGR Program. This includes maintaining passing scores on subsequent Army Physical Fitness Tests (APFT), adhering to the weight standards of AR 600-9, maintaining a civilian driver's license and a current Physical Health Assessment. Failure to maintain standards causes delays in AGR accession and may be cause for removal from the OML.

Duties and Responsibilities: The Soldier selected for this position will be responsible to contact, interview and advise civilian personnel leading to obtaining qualified applicants for enlistment into the Army National Guard. You will present formal and informal talks on advantages of the ARNG at civic and service organizations and student bodies. You will report to the Recruiting and Retention Area NCOIC and the Recruiting and Retention Sergeant Major and may be subject to unusual and additional duty hours for establishing and pursuing leads. Other duties include: accomplish station administration to include preparation and submission of official correspondence and reports; distribute/display recruiting publicity material; establish liaison with local radio, television and newspaper agencies; write, edit, or present recruiting material for use by local communications agencies; discuss individual aims and goals. You will learn to explain Army benefits including; reenlistment bonus, retirement pay, military/civilian education opportunities, travel, recreational benefits and evaluate applicant's occupational education, psychological background in effort to determine programs with specific individual appeal. You will maintain statistics on recruiting programs; prepare enlistment reports, and other administrative correspondence. Your mission will include the three tenants of Strength Maintenance: Recruiting, Retention and Attrition Management.

*****POSITIONS OF SIGNIFICANT TRUST AND REQUIREMENTS*****

Reference: *ALARACT 188/2014, HQDA EXORD 193-14 Screening of Sexual Harassment/ Assault Response and Prevention Program Personnel and Others in Identified Positions of Significant Trust.*

Note: Applicants applying for POST positions must meet all the requirements listed prior to becoming eligible for acceptance into the AGR program. **After State Level Checks have come back favorable, applicants can be hired in a temporary ADOS status until NGB Level Checks come back favorable.**

- Must not have a Type I or Type II Offense (See HQDA EXORD 193-14, Annex B)
- Must be able to produce a favorable National Agency Check with Law and Credit (NACLC)
- Must complete a Department of the Army Sensitive Duty Assignment Eligibility Questionnaire (DA Form 7424)
- Must not be listed on the National Sex Offender Public Website
- Must receive favorable results after completing a DD Form 369
- Must complete, and provide, a Behavioral Health Interview (DA Form 3822) to local RRBN CDR.
- Must have favorable results from:
 - Department of Army Inspector General (DAIG)
 - Criminal Investigation Division (CID)
 - Office of Military Personnel File Review
 - Army Substance Abuse Program

Additional Requirements for 79T:

- Physical profile of 132221
- Minimum score of 110 in aptitude area GT, or a score of 100 in aptitude area GT with a score of 96 in aptitude area ST
- Minimum Time in Service (TIS) of 2 years
- Possess clarity of speech
- Be a high school graduate with a high school diploma; or have one year college with a high school GED with no waiver
- Secret Clearance
- Applicants must be enrolled in ARNG Recruiting Course within 90 days of hire

Note: MOS of 79T will not be awarded below the grade of E7. For conversion of current MOS to 79T, individuals must meet the established requirements of NGR 601-1 and NGR 600-200.

Prior Service Applicants: must have completed Army or US Marine Corp Basic Training. Applicants who have not completed Army or Marine Corp Basic Training, must meet the following as a term of employment:

1. Must meet **ALL** eligibility standards to ship to Army Basic Training.
2. Must ship to Army Basic Training within six months
3. Complete Army Basic Training.
4. Must be able to enlist into the New Jersey Army National Guard.

Point of Contact: SGM Huster (609) 802-3210/CW3 Rob Barea 609-802-3205

Required Security Clearance: Required a Secret Clearance.

Equal Opportunity: Equal evaluation, consideration and treatment based upon merit, fitness and capability irrespective of race, color, religion, gender or national origin.

Initial Eligibility Requirements: Please refer to the General Eligibility Requirements and Initial Entry Qualifications shown on Page 3. If you have any questions, do not understand, or are not sure about what applies to your particular situation, please call the HRO at 609-562-0862 or 0151 for assistance.

How to Apply: Please see the Vacancy Announcement Checklist shown on Page 3 for the required documentation to submit with your application. Application forms are available on request from your unit Readiness NCO, Battalion Personnel NCO, or Full Time Support Supervisor. You may also obtain an application form by logging onto <http://www.state.nj.us/military/hro> and going to Resources / NG Forms. Then click on 34-1 in Adobe format.

Soldiers who meet the General Eligibility and Initial Entry Requirements will have their applications forwarded to a Selection Official or Board for interview and ranking. The selected person(s) will be ordered to Active Guard/Reserve (AGR) status in the New Jersey Army National Guard under the provisions of Title 32 USC 502(f).

Mail To: Joint Force Headquarters Army National Guard
3650 Saylors Pond Road
Joint Base McGuire-Dix-Lakehurst, NJ 08640
ATTN: HRO-AGR

**** Must arrive NLT Close of Business on the Closing Date ****

EXCEPTION TO POLICY:

Deployed NJ ANG & ARNG military members may submit their application by e-mail or fax to the following (application must be accompanied by Title 10 Orders)

FAX # 609-562-0845, ATTN: J1-HRO-AGR
E-mail: ng.nj.njarnng.mbx.nj-job-submission@mail.mil

In subject line please put: J1-HRO-AGR, Announcement Number # and Last Name

Pay and Benefits: Basic Pay and allowances depend upon your grade and the length of creditable service. You will receive Leave at the rate of 2 1/2 days per month and be entitled to all Regular Federal Holidays. AGR Soldier's medical care and hospitalization will be administered under TRICARE. Your dependents may have the choice of US Family Health Service (USFHP) or TRICARE. You are entitled to PCS and TDY travel allowance when applicable. At the completion of at least 20 years of Active Federal Service, you will be eligible for a full retirement. While on AGR tour, you will accrue retirement credits at the rate of one point for each day of service. Members who leave their jobs and enter tour have re-employment rights under the Uniformed Services Employment and Reemployment Rights Act (USERRA). Full Survivor Benefits are authorized while on AGR tour. You and all eligible dependents will receive full and unlimited Base Exchange & Commissary privileges. You and all eligible dependents will receive an Active Duty Identification Card / Dependent Identification Card and be enrolled in DEERS. You are subject to military discipline under NJ State Statutes and Regulations.

Information for Technicians Entering Tour: Technician personnel may compete for AGR positions. If selected, Technician would need to make an appointment with the HRO Employee Benefits section to fill out the New Jersey National Guard Checklist for Federal Technicians entering Absent-Uniformed Service (AUS) for military duty. Your Federal Employees Group Life Insurance (FEGLI) stops the day preceding your entry on active duty. Additionally, any Credit Union deposits and US Savings Bond allotments will terminate.

TABLE 1 – VACANCY ANNOUNCEMENT APPLICATION CHECKLIST

Your application will be reviewed for completeness and eligibility as per Table 2.

*****IMPORTANT*****

APPLICATIONS DETERMINED TO BE INCOMPLETE, INCORRECT OR INSUFFICIENT UPON INITIAL REVIEW WILL NOT RECEIVE FURTHER CONSIDERATION.

1. NGB Form 34-1 dated 20131111 (Application for AGR Position).
2. Enlisted Record Brief (ERB) (**Must be recertified within 12 months**)
3. Must have a current PHA. **If your PHA is more than 6 months old, a certified Height/Weight statement, within 6 months of the announcement must be included. If you exceed the screening table weight in AR 600-9, you must include a DA Form 5500/5501 (Body Fat Content Worksheet).**
4. A copy of your Individual Medical Readiness Report (IMR Record).
5. A copy of your NGB Form 23-B (Retirement Points History Statement).
6. Official DA photograph or a snapshot of you in your ASU/Class A's uniform from head to jacket hem.
7. A current DA Form 705 (Army Physical Fitness Score Card) must be within 8 months period. Soldiers on temporary profile are NOT eligible to enter the AGR program.
8. Copies of your last 5 Non-Commissioned Officer Evaluation Report (NCOER). SGT/E5's that do not have 5 NCOERS, please submit a memorandum explaining why. For newly promoted SGT/E5's, SPC/E4's and below a minimum of two letters of recommendation from your immediate supervisor's must be added.
9. Copy of ALL DD Form 214 that have been issued to you, to include basic training.
10. Photocopy of your current civilian motor vehicle drivers license. All data must be readable. Individual with revoked drivers license are not eligible to apply.
11. Any other documents that will support your qualifications i.e. civilian job evaluations, school transcripts, etc.
12. JPAS Statement (Evidence of Security Clearance) available from your unit JPAS Manager.
13. **ON A SEPARATE SHEET OF PAPER, PROVIDE YOUR EMAIL ADDRESS.** This information will be used to contact you for an interview if you are found qualified or to transmit a letter explaining why you were disqualified. Your email address will also be used to transmit your selection/non-selection letter
14. DD 369 – Police Record Check
15. DA 7424
16. Copy of Line Scores
17. For SPC- Copy of 1059 for WLC

18. Current AGR Soldiers must provide a letter from Chain of Command that they are aware the Soldier is applying for an R&R position.

NOTES:

- a. Make sure that you enter the Vacancy Announcement number and title on your NGB Form 34-1.
- b. Make sure that you sign and date your NGB Form 34-1.
- c. Make all entries legible and complete all items in full.
- d. Government postage paid envelopes or government facsimile machines may not be used to submit applications for employment, nor will e-mail applications be accepted except as noted for deployed Soldiers.

TABLE 2 – NEW JERSEY ARMY NATIONAL GUARD AGR ELIGIBILITY REQUIREMENTS

<p><u>GENERAL ELIGIBILITY REQUIREMENTS:</u></p> <ol style="list-style-type: none"> 1. Must meet physical standards of AR 600-9. 2. Must not be under current suspension of favorable personnel actions. 3. Applicant must not be entitled to receive federal military retired or retainer pay. 4. Must be able to serve at least 3 good years in active status prior to mandatory removal. 5. Personnel applying for an initial tour who have 15 or more years of active military service credited to retirement will require a waiver from NGB prior to placement on tour. 6. Applicants who have voluntarily separated from the AGR program are not eligible to re-enter for one year from the date of separation 7. Applicants who have voluntarily separated from the AGR program in lieu of adverse personnel actions, or who have been involuntarily separated from the AGR 	<p>program are not eligible to re-enter the program</p> <p style="text-align: center;"><u>INITIAL ENTRY QUALIFICATIONS:</u></p> <ol style="list-style-type: none"> 1. Must meet entry requirements of AR 135-18. 2. Must be medically qualified under AR 40-501 as applicable within 12 months prior to initial entry. You must be medically certified as drug free, be tested for HIV within 2 year of initial entry. 3. Soldiers transferring between states or entering FTNGD from Active Duty status without a break in service must have a current physical exam. 4. IAW Professional Education Center (PEC) FY11 & FY12 Mandatory Full-Time Support (FTS) Training (ARNG-HRH Policy Memorandum 10-039), the individual selected for this position will be scheduled for training at PEC within six months of employment. Scheduling the required training is a condition of employment. Unless there are extenuating circumstances, failure of new 	<p>AGR personnel to complete National Guard Bureau prescribed courses at PEC within the first year of employment, may be cause for termination of tour</p>
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